



Riverfest 2025

Memorial Day Weekend May 23rd – 25th, 2025
Farmington, New Mexico
Riverfestnewmexico.com

Friday May 23rd 5pm-9pm – Berg Park River Reach Terrace Pavers only
Saturday May 24th 10am-8pm – Berg Park, Animas Park, and Boyd Park
Sunday May 25th 11am-5pm – Berg Park, Animas Park, and Boyd Park

ARTS & CRAFTS VENDORS: Rules & Regulations:

1. **ARTS & CRAFTS:** To qualify as an Arts & Crafts vendor the items being sold must be handmade by the vendor. All items sold and personal selling must be “G” rated. NO FOOD Sales are allowed for ARTS & CRAFTS vendors.
2. **BOOTH FEES:** the fee for the event is based on booth location.
 - River Reach Plaza on Pavers at Berg Park: \$200.00 per 10 x10 space
 - River Reach Terrace on Grass at Berg Park: \$200.00 per 10 x10 space
 - Archway Court: \$150.00 per 10 x10 space
 - Riverbend Overlook: \$150.00 per 10 x10 space
 - Berg Park East Picnic & Play area: \$150.00 per 10 x10 space
 - Rocky Reach Plaza: \$150.00 per 10 x10 space
 - Y trail: \$150.00 per 10 x10 space
 - Boyd Park: \$150.00 per 10 x10 space
 - Animas Park – Red Barn: \$150.00 per 10 x10 space

Booths are on a first come first serve basis. Fees must be received by May 1st, 2025. Booth fees are non-refundable without notice before the start of the event. Long-time vendors should apply and pay early to reserve their space(s).

3. **SPACES:** Booth spaces may be shared but must fit in one 10x10 space. You may rent multiple spaces each additional 10x10 space is \$150.00. **TABLES, CHAIRS, TENTS, CANOPIES ARE THE RESPONSIBILITY OF EACH VENDOR.** The River Reach Foundation nor City will NOT provide tables, chairs, tents, or canopies. The Parks Department does NOT have tents or canopies for rent.

Driving stakes into the ground (park grass, bricks, or pavement) is not permitted; weights such as sandbags should be used to hold down canopies/tents, (water buckets are acceptable). Repair costs caused by the vendor will be the responsibility of the vendor.

4. **BOOTH ASSIGNMENTS:** Specific spaces will be assigned to each vendor but cannot be guaranteed. Mobile vending, approaching, or soliciting eventgoers outside of your designated 10x10 booth space is **NOT ALLOWED.** Larger booths will be placed in locations with enough spacing to accommodate trails and public safety.



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5. **NEW MEXICO GROSS RECEIPT TAX ID NUMBER (CRS):** Vendors are responsible for the sale tax liability for all items sold. New Mexico requires all vendors at Riverfest to have CRS#s for filing gross receipts tax.
6. **HOURS:** Booths must operate during the event hours (see top) and adhere to set-up times. Booths at Berg Park River Reach Terrace pavers have the option to be open for the Friday Kickoff from 5pm-9pm. No other Arts & Crafts vendor areas are allowed this option. Optional Friday setup would be 2-5pm.
7. **SECURITY:** The security of materials is the sole responsibility of the exhibitor. Exhibitors should be prepared for winds and/ or rain. Overnight security is employed but cannot guarantee the safety of any products overnight.
8. **ACCESS:** It is preferred that products and booth materials be hand-carted to the vendor space. Vehicle access, which is limited to certain areas and times, will require PROOF OF INSURANCE, WHICH MUST ACCOMPANY THE VEHICLE REGISTRATION. Upon receipt of VALID Insurance – a VENDOR PASS will be issued for the vehicle. **There will be NO VEHICLE ACCESS in or out during hours of operation.** Access will be allowed only before or after operating hours. Saturday morning access will be limited due to the Fun Run. For vendors with large or cumbersome displays, a Friday setup is recommended.
9. **POWER:** There is no access to POWER for Arts & Crafts Vendors. If you need to use a generator, make sure to let us know, as your booth location/ position may need to be changed.
10. **NON-POLITICAL and NON-RELIGIOUS EVENT:** This event is not designed to promote any political or religious cause. No political or religious material, including but not limited to signage, banners, brochures, etc. may be posted or present at vendor booths or any associated physical element on event grounds. (NO Approaching or soliciting.)

ARTS & CRAFTS will be located at Berg Park, River Reach Terrace Pavers, and Grass. Additional spaces will be located up the main river trail. These areas are more wooded settings but get the same foot traffic. They are on the trail to the east of Berg Park, headed to Rocky Reach Terrace, the other main venue. Upon receipt of registration and payment, you will be contacted about your booth location.



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ONLINE REGISTRATION NOW AVAILABLE, follow these steps.

1. Go to riverfestnewmexico.com
2. Scroll to the bottom of the page “Support Banner”
3. Select Vendors
4. ARTS & CRAFTS VENDORS
5. ARTS & CRAFTS VENDORS ONLINE REGISTRATION



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ARTS & CRAFTS VENDORS Registration Form:

First and Last Name: _____

Booth or Company Name: _____

Mailing Address: _____

Email Address: _____

Cell Phone Number: _____

New Mexico Gross Receipt Tax ID Number (CRS) (Optional Field): _____

Product Description and Items Sold: _____

The number of Booth Spaces Needed (booth spaces are 10x10): _____

Preferred Booth Location (Pick One):

- River Reach Plaza on Pavers Berg Park
- River Reach Terrace Grass at Berg Park
- Archway Court
- Riverbend Overlook
- Berg EAST Picnic and Playground Area
- Rocky Reach Plaza
- Y-Trail
- Boyd Park
- Animas Park – Red Barn

Vehicle Access within Park needed for Loading and Unloading:

- YES
- NO

IF YES MUST ATTACH VALID VEHICLE REGISTRATION AND INSURANCE



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How do you plan to pay for your booth space:

- Online Payment
- Mail in a money order or check

Please include a money order or check number if mailing in payment. CHECK or MONEY ORDERS should be made out to the RIVER REACH FOUNDATION, INCLUDE BOOTH NAME and ARTS & CRAFTS in the MEMO line of payment.

Money Order or Check Number: _____

Signature _____ Date _____

The signature above indicates that you have read the rules and regulations, understand them, and agree to follow them.

IF Mailing in the Application please include

1. Registration FORM
2. If applicable VALID Vehicle Insurance and Registration
3. Check or Money Order made out to RIVER REACH FOUNDATION

Mail to:

River Reach Foundation
ARTS & CRAFTS
Earleen Dudley
PO BOX 302
Farmington, New Mexico 87499

If you have any questions, please contact Earleen Dudley at trgtessa@gmail.com or call 909-520-5887